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First regular session 2005
20 to 28 January 2005, New York
Item 1 of the provisional agenda
Organizational matters

Annual work plan 2005 of the Executive Board of UNDP and UNFPA

I. Overview

1. The draft annual work plan 2005 was prepared by the Executive Board secretariat in consultation with the Bureau of the Executive Board. As noted in its decision 2004/41, following consultation at the Bureau level, the Board will agree at its first regular session in January 2005 to hold two regular sessions and one annual session in 2005.

2. A joint meeting of the Executive Board of UNDP and UNFPA and the Executive Board of the United Nations Children's Fund (UNICEF), with the participation of the World Food Programme (WFP), will be held during the first regular session in January 2005.

II. UNDP

3. *Corporate strategy*. In accordance with decision 2004/20, the Executive Board will have before it at its annual session the midterm report on the multi-year funding framework (MYFF), 2004-2007. The report will assess progress in achieving MYFF results; review baselines against which results are tracked; make modifications; and review how the results contribute towards achieving the Millennium Development Goals.

4. At the annual session in June will also be submitted the Administrator's annual report on evaluation for July 2004 to June 2005, examining progress made by

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in contributing to global and national development results and identifying a number of organizational lessons distilled from strategic assessments.

5. *United Nations Capital Development Fund.* In accordance with decision 2004/37, the final report on options for a future business model will be submitted to the Executive Board at its first regular session in January. Taking into account the concerns expressed by the Executive Board at its second regular session 2004 and subsequent informal meetings, the report will elaborate on the viability and feasibility of options 1 and 2 outlined in document DP/2004/46, as well as other options discussed in informal meetings, including maintaining an independent UNCDF and integrating UNCDF microfinance activities in UNDP. The report will also address the organizational arrangements, risks and opportunities of the proposed Centre for Local Governance.

6. A progress report on the implementation of the option endorsed by the Board at the first regular session in January can be expected either at the annual session in June or second regular session in September.

7. *United Nations Office for Project Services.* At the first regular session in January, the Executive Board will have before it the progress report on the Executive Director outlining business projections for 2005, initiatives to overcome potential obstacles in business acquisition and diversification, and updates on change management.

8. In accordance with decision 2004/36, the Management Coordination Committee will provide the Executive Board with its assessment of progress in UNOPS and the guidance that it provided. Furthermore, pursuant to the same decision, the report on the implementation of the recommendations of the Board of Auditors will be presented to the Board together with recommendations from the Advisory Committee on Administrative and Budgetary Questions.

9. At the annual session in June, pursuant to Executive Board decision 94/32, the Board will discuss the annual report of the Executive Director, which provides an overview of the previous year's performance against financial targets in the UNOPS business plan and reviews UNOPS activities during the year.

10. *United Nations Development Fund for Women.* In accordance with decision 2004/20, UNIFEM will be submitting its midterm report on the MYFF, providing a comprehensive review of results and progress achieved to date and outlining the lessons learned to be fed into the development of the next MYFF to be submitted at the second regular session in September 2007.

11. *Gender.* At the first regular session in January, UNDP will present its comprehensive corporate strategy for gender mainstreaming and an implementation plan, in accordance with decisions 2004/21 and 2004/38. This will include more detailed information on specific gender indicators, specifying how gender mainstreaming is being captured as a 'gender driver' in the multi-year funding framework (MYFF) and in the Enterprise Resource Planning (Atlas) information management system. Under this item, the Board can also expect an update on progress achieved in the partnership between UNDP and the United Nations Development Fund for Women (UNIFEM).

12. At the annual session in June, in accordance with decision 2004/22 UNDP will give a presentation of the organizational scorecard on gender outlined in document DP/2004/31.

13. *South-South cooperation.* Pursuant to decision 2004/32, at its first regular session the Executive Board will have before it the final report on the third cooperation framework for South-South cooperation, updated in light of the comments made by the Board at its second regular session 2004. The report will clarify the strategic approach and drivers for South-South cooperation as well as an operational plan for its implementation as a necessary vehicle for mainstreaming South-South cooperation in UNDP.

14. *Human Development Report.* In accordance with General Assembly resolution 57/264, a separate agenda item is devoted to the *Human Development Report* to improve the consultation process with Member States in order to improve its quality and accuracy without compromising its editorial independence

15. *Assistance to Myanmar.* At the first regular session, the Administrator will report to the Executive Board on the assessment mission to Myanmar outlining the major conclusions, recommendations and strategic challenges identified by a two-member international independent assessment mission of the Human Development Initiative (HDI) Phase IV (2002-2005).

16. *Country programme documents.* In accordance with Executive Board decision 2001/11, country programmes presented to the Board in 2004 will be approved on a no-objection basis without presentation or discussion at the first regular session 2004. At this same session the Executive Board is expected to adopt the UNDP global programme, in accordance with decision 2004/34. Draft country programme documents and new regional cooperation frameworks will be presented to the Board at its annual and second regular sessions.

17. *Joint segment.* At the first regular session, UNDP, UNFPA and UNOPS will bring to the attention of the Executive Board their respective reports on the implementation of the recommendations of the Board of Auditors for the biennium ending 31 December 2003.

18. At the annual session, the UNDP and UNOPS reports on internal audit and oversight services provided by the Office of Audit and Performance Review for the year ended 31 December 2003 will be submitted to the Board. Also, pursuant to decision 2004/17, the Board will have before it the report on follow-up activities taken to address the issues contained in the reports on internal audit and oversight (DP/2004/27, DP/FPA/2004/6 and DP/2004/28).

19. During the joint segment of the first regular session, UNDP and UNFPA will present separate reports to the Economic and Social Council on activities undertaken in 2004.

20. Pursuant to decision 2004/19, the Executive Board is expected to adopt a decision on the proposals for joint programming originally submitted to the Board at its annual session 2004 in document DP/2004/30–DP/FPA/2004/8.

21. At the annual session, pursuant to decision 2004/18, UNDP and UNFPA will present a joint report on progress in implementing decision 2001/11 on addressing the issue of the timeframe for developing country programmes.

22. At the second regular session, UNDP and UNFPA will report on their follow-up activities to the Joint United Nations Programme on HIV/AIDS (UNAIDS) Programme Coordinating Board meetings, in accordance with decision 2004/40.

23. *Financial, budgetary and administrative matters.* At the first regular session, the Administrator will submit for Executive Board approval the proposed revisions to

UNDP financial regulations. The report sets out the rationale for and the process followed in revising the UNDP financial regulations, in addition to providing an overview of the proposed revisions. In a separate report, the Board will have before it the considerations and comments of the Advisory Committee on Administrative and Budgetary Questions (ACABQ) on those proposed revisions.

24. Pursuant to decision 2004/30, UNDP will submit a report on options for transparent reporting on income from cost recovery, which will also consider the possibility of including such income in calculating the next biennial support budget.

25. The Executive Board will review the status of regular funding commitments to UNDP and its associated funds and programmes at the annual session 2005 in accordance with decision 98/23.

26. The Board will also consider, in accordance with decision 2004/30, UNDP proposals on criteria to encourage incentives for un-earmarked, timely and flexible contributions to trust funds, third-party cost sharing and programme country cost sharing.

27. Also at the annual session, the Board will have before it the report on the mid-term recalculation of target for resource assignment from the core (TRAC) 1 earmarkings, in accordance with decision 2002/18 and the agreed distribution model outlined therein.

28. In accordance with established practice, at its second regular session 2005, the Board will have before it the annual review of the financial situation for 2004, information on United Nations system technical cooperation expenditures, and the report of the Inter-Agency Procurement Services Office for the biennium 2003-2004.

III. UNFPA

29. In 2005, UNFPA will strengthen its capacity to assist countries to implement the Programme of Action of the International Conference on Population and Development (ICPD) and the key actions of ICPD+5, in the context of poverty eradication and the Millennium Development Goals (MDGs). The UNFPA multi-year funding framework (MYFF), 2004-2007, which embodies the strategic direction of the Fund, will continue to serve as the main policy document of UNFPA as well as its strategic resource and management tool. UNFPA will focus on achieving results in three key areas: reproductive health; population and development; and gender.

30. UNFPA will seek to foster greater national ownership of the ICPD agenda and the MDGs and to expand access to comprehensive reproductive health services and commodities. The Fund will work to ensure that reproductive health is given high priority in national budgets, sector-wide approaches and poverty-reduction strategies. UNFPA will also seek to ensure that population and reproductive health are prominently reflected in the preparatory discussions leading up to the five-year review of the Millennium Declaration, in the MDG indicators and in national development processes and policy dialogues.

31. UNFPA will enhance collaboration with its partners, including both programme and donor countries, United Nations agencies, non-governmental and civil society organizations, parliamentarians and foundations. The Fund will maintain its strong

historical alliances with these organizations but will also seek to expand its partnerships with other organizations, including those in the private sector.

32. UNFPA will continue to build the capacity of its national partners, stakeholders and staff by investing in human resources, learning and training. Strengthened country offices, an expanded Division for Human Resources, a human resources strategy and a training strategy will help to achieve this goal. UNFPA will strengthen its organizational structures and enhance internal processes to better manage for results, increase organizational effectiveness and improve accountability, as reflected in the recommendations of the global meeting of UNFPA staff held on 28 November - 3 December 2004.

33. Important items before the Executive Board in 2005 include a review of the system for the allocation of UNFPA resources to country programmes, which UNFPA will present at the first regular session 2005. At this same session, UNFPA will present revised financial regulations and a report on the recovery of indirect costs for co-financing. In accordance with Executive Board decision 2001/11, country programme documents presented to the Board in 2004 will be approved at the first regular session 2005, on a no-objection basis without presentation or discussion.

34. The Executive Director will present her report for 2004 at the annual session 2005. The report will focus on progress in implementing the MYFF, 2004-2007. UNFPA will present draft country programme documents for review and discussion by the Board at the annual session 2005 and at the second regular session 2005. UNFPA will also submit estimates for the biennial support budget for 2006-2007 at the second regular session 2005. At this same session, UNFPA will present the Technical Advisory Programme for 2006-2009. All other agenda items in 2005 may be found in the attached annex.

Annual work plan 2005 of the Executive Board of UNDP and UNFPA

First regular session: 20 - 28 January 2005

1. Organizational matters

   - Election of the Bureau of the Board for 2005
   - Adoption of the agenda and work plan for the session
   - Adoption of the report on the second regular session 2004
   - Adoption of the annual work plan 2005 of the Executive Board

UNDP segment

2. Financial, budgetary and administrative matters

   - Revised UNDP Financial Regulations
   - Report of the Advisory Committee on Administrative and Budgetary Questions
   - Reporting on UNDP income from cost recovery (decision 2004/30)

3. Country programmes and related matters

   - Approval of country programmes
   - Third global cooperation framework
   - Report of the assessment mission to Myanmar

4. Gender in UNDP (decisions 2004/21, 2004/38)

5. United Nations Capital Development Fund (decision 2004/37)

6. United Nations Office for Project Services (decision 2004/36)

7. South-South cooperation (decision 2004/32)

Joint UNDP/UNFPA segment

8. Recommendations of the Board of Auditors

   - Reports of UNDP, UNFPA and UNOPS on the implementation of the recommendations of the Board of Auditors, 2002-2003

9. Reports to the Economic and Social Council

10. Programming process (decision 2004/19)

    - Adoption of decision on joint programming

UNFPA segment

11. Financial, budgetary and administrative matters

    - Revision of UNFPA financial regulations

- Recovery of indirect costs for co-financing
- Report of the ACABQ

12. Resource allocation system

- Review of the system for the allocation of UNFPA resources to country programmes

13. Country programmes and related matters

- Approval of country programme documents

14. Other matters

JOINT SESSION of the Executive Boards of UNDP/UNFPA, UNICEF and WFP (20 and 24 January 2005)
Themes: - HIV/AIDS: Orphans and women;
- Gender;
- Transition issues;
- Simplification and harmonization

Annual session: 13 - 24 June 2005 (New York)

1. Organizational matters

- Adoption of the agenda and work plan for the session
- Adoption of the report on the first regular session 2005

UNDP segment

2. Multi-year funding framework

- Midterm report on the multi-year funding framework
- Reports of the Joint Inspection Unit
- Statistical annex

3. Funding commitments to UNDP

- Status of regular funding commitments to UNDP

4. Programming arrangements

- Midterm review of successor programming arrangements (decision 2002/18)

5. Human Development Report (A/RES/57/264)

6. Country programmes and related matters

- Draft country programme documents
- Extensions of country cooperation frameworks

7. United Nations Capital Development Fund

- Results-oriented annual report

8. United Nations Office for Project Services

   - Annual report of the Executive Director

9. United Nations Development Fund for Women

   - Midterm report on the multi-year funding framework

10. Gender in UNDP (decision 2004/22)

11. Evaluation

    - Annual report of the Administrator on evaluation

12. Financial, budgetary and administrative matter (follow-up to decision 2004/30)

Joint UNDP/UNFPA segment

13. Internal audit and oversight

    - Reports of UNDP, UNFPA and UNOPS on internal audit and oversight
    - Follow-up to decision 2004/17

14. Programming process

    - Report on progress in implementing decision 2001/11: Addressing the issue of the timeframe for developing country programmes (decision 2004/18)

15. Field visits

    - Reports on field visits

UNFPA segment

16. Report of the Executive Director for 2004

    - Report of the Executive Director for 2004: Progress in implementing the multi-year funding framework, 2004-2007
    - Statistical overview
    - Reports of the Joint Inspection Unit

17. Funding commitments to UNFPA

    - Report on funding commitments to UNFPA

18. Country programmes and related matters

    - Draft country programme documents
    - Note on assistance to Myanmar

19. Other matters

Second regular session: 6 - 9 September 2005

1. Organizational matters
   - Adoption of the agenda and work plan for the session
   - Adoption of the report on the annual session 2005
   - Draft work plan for 2006

UNDP segment

2. Financial, budgetary and administrative matters

   - Biennial budget estimates 2006-2007
   - Annual review of the financial situation, 2004
   - Information on United Nations system technical cooperation expenditures

3. Evaluation

   - Evaluations of regional cooperation frameworks

4. Country programmes and related matters

   - Draft country programme documents
   - New regional cooperation frameworks
   - Oral report on UNDP assistance to Myanmar

5. UNOPS: Financial, budgetary and administrative matters

Joint UNDP/UNFPA segment

6. Follow-up to UNAIDS Programme Coordinating Board meeting

   - UNDP and UNFPA reports on follow-up to recommendations of the Programme Coordinating Board of UNAIDS (decision 2004/5)

UNFPA segment

7. Financial, budgetary and administrative matters

   - Estimates for the biennial support budget for 2006-2007
   - Annual financial review, 2004
   - Report of the Advisory Committee on Administrative and Budgetary Questions

8. Country programmes and related matters

   - Draft country programme documents

9. Technical Advisory Programme

   - Technical Advisory Programme, 2006-2009

10. Other matters

Special event linked to the 2005 Summit (Findings of survey on MDGs at country level)